

**MINUTES OF THE GENERAL MEETING  
OF THE BIGFORK COUNTY  
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on October 13, 2021, at 1:00 pm the District office. Board President Ross presided. We had a joint Quarterly Safety meeting prior to the opening of the District General meeting.

**ATTENDEES:**

*Directors: Gene Helberg, Tom Cahill, Seth Price, Lloyd Ross (zoom)*

*District Employees: Julie Spencer, Mimi Wildeman, Sergio Lopez, Tyler Hantz, Richard Hults, Bob Hand, Cody Everett,*

*Engineering: Jeff Cicon P.E, Morrison Maierle*

*Public: Jeremy Patton, Mike Hingiss Bigfork Fire Department, Tim Pomeroy*

**Pledge of Allegiance**

**READ AND APPROVE MINUTES:**

The minutes of the September 17, 2021, General Board Meeting were reviewed for approval. Ross stated that he could not comment on the minutes from this meeting because he did not have notice of a meeting, nor did he have the Consent Agenda sent to him. (See attached emails regarding notification to All Board members). Cahill made a motion to approve the minutes, Helberg seconded, and it was unanimously.

*RESOLVED*, That the minutes of the September 17, 2021, Board Meeting be approved.

**PUBLIC COMMENT**

None

**READ AND APPROVE AGENDA**

Ross asked for discussion, Cahill made a motion to approve the agenda, Price seconded, it was unanimously.

*RESOLVED*, That the Agenda be approved

**CONSENT AGENDA**

Ross asked for discussion, no further discussion Helberg made a motion to approve, Cahill seconded, it was unanimously.

*RESOLVED*, That the Consent Agenda be approved.

## OLD BUSINESS

**Operations Report-** Ross asked for discussion. Lopez gave the report, Cahill made a motion to approve the Operators Report, Price seconded, and it was unanimously.

*RESOLVED*, That the Operators Report approved as submitted.

**Bigfork Fire Department Agreement-** Ross called for discussion, Cahill asked Patton questions regarding testing and maintenance on hydrants. Cahill made a motion to approve and extend the Agreement until June 30, 2024, Helberg seconded, and it was unanimously.

*RESOLVED*, That the Board approve and extend the Agreement until June 30, 2024, be approved as submitted.

## *Engineering update, Jeff Cicon*

### Water System

- **Task Order #37: Water Tank and Transmission Line Project:**
  - Bids were opened on October 6, 2021. The apparent low bidder was S&L Underground out of Bonners Ferry, ID with a bid of \$4,499,772. We are working on a recommendation of award, which will include a summary of the bids received, reference checks, budget implications, and award options for the Board to consider.

**Board Action Item:** Consider award of the 2021 Water System Improvements Project as outlined in the Recommendation of Award Memorandum (to be submitted prior to board meeting).

Ross asked for discussion, no further discussion Cahill made a motion to approve awarding the 2021 Water System Improvements Project as outlined in the Recommendation of Award Memorandum in the amount of \$4,499,792.00, Helberg seconded, it was unanimously.

*RESOLVED*, That the 2021 Water System Improvements Project as outlined in the Recommendation of Award Memorandum in the amount of \$4,499,792.00 be approved.

### Wastewater System

- **Task Order #36: Bay Sewer Replacement Project**
  - LHC has installed the gravity sewer along Bridge Street and directional drilled the force mains in Electric Avenue.
  - Bridge Street has been patched with asphalt and re-opened to traffic. It is not clear if LHC will be ready to overlay the entire street this fall or if it will need to be completed in the spring.
  - Several grinder stations have been installed at varying levels of completeness. LHC has been busy setting the basins and identifying any conflicts.

- We are conducting weekly construction meetings with LHC to discuss and resolve any issues.
- LHC has submitted Application for Payment #8 for completed work to-date. Morrison-Maierle has reviewed the application and determined it to be correct and complete.

**Board Action Item:** *Payment Application #8 to LHC, Inc. The Board has the following options:*

1. *Approve Payment Application #8 in the amount of \$304,793.39 (+\$3,078.72 Gross Receipt Tax).*
2. *Other as recommended by the Board.*

Ross asked for discussion, no further discussion Cahill made a motion to Approve Payment Application #8 in the amount of \$304,793.39 (+\$3,078.72 Gross Receipt Tax), Helberg seconded, it was unanimously.

*RESOLVED*, That the Payment Application #8 in the amount of \$304,793.39 (+\$3,078.72 Gross Receipt Tax) be approved.

- **Task Order #38: West Trunk Sewer Modelling**

- No update.

### **Development Review**

- The Settlement Subdivision – The developer has asked to schedule a pre-construction meeting with the District.
- Saddlehorn No. 11 – No update.
- Blenn Street Water and Sewer Extension – We completed a response to the Jackola Engineering Letter as requested by the District's Attorney.

### **Development Review (continued)**

- Eagle Bend No. 20 – No update.
- The Fort Subdivision – No update.
- Harvest Foods Sewer Main Relocation – No update.
- Ridgeview Park Lot 5 – No update.

***Board Election- Officer Election*** Ross called for discussion Helberg nominated Cahill to be president, Price seconded, and it was unanimously.

*RESOLVED*, That the Board approved Cahill will be the new Board President

Ross called for discussion on Vice President Helberg stated the importance of attending the meeting and availability, Cahill nominated Price to be vice president, Helberg seconded, and it was unanimously.

*RESOLVED*, That the Price will be the new Vice President approved

Cahill made a motion to table the discussion and decision on appointing a new Board member until the November 10, 2021, meeting. Helberg seconded, and it was unanimously.

*RESOLVED*, That the motion to table the discussion and decision on appointing a new Board member until the November 10, 2021, approved

Cahill also stated that he felt that he should recuse himself because he had a personal relationship with the nominee.

## **NEW BUSINESS**

Coal Tax Resolution #102- Ross called for discussion Resolution #102 Helberg made a motion to approve Resolution #102, Price seconded, and it was unanimously.

*RESOLVED*, That Resolution #102 be approved as submitted.

## **COMMITTEE REPORTS**

*Annexation, Main Extensions & Construction ..... Helberg & Cahill*

- Account 1799-00 and 1800-00 On going
- Ranch Contract- Ranch -Spencer they will schedule a meeting. \*- Project Cost Agreement

*Purchase of Additional CD Investment –..... Price & Ross*

- FDIC Investments- Spencer informed the Board that she was keeping all the funds in Short Term Investments.

*Employee Insurance, Compensation & Certification & Safety ..... Helberg & Cahill*

- Review of Employee Handbook – on going Wildeman will send out to Committee to review
- Quarterly Safety Meeting – Safety Topic -Getting Ready for Winter Work
- Lead Operator Position- the Committee will present this during next Executive Session

*Pretreatment Regulations\* ..... Cahill & Price*

*Budget & Rate Structure \*..... Helberg & Ross*

- Asset Replacement Valuations
- Hook up Rates\*

*Rules & Regulations ..... Cahill & Price*

- *Rules and Regulations* - ongoing we have the mark ups from Cicon, we will be adding his comments and rates. We need to look at the FOG requirements, Price will be giving his mark ups to Wildeman to add and then we will have a final review in November. *No action*

*Farmland..... Helberg, Cahill*

- Helberg informed the Board of the Well Drilling activities well is complete at 1600 feet, well experts from Colorado are logging hole and will send a report.
- The farmer has planted winter wheat
- Plow truck will be the 2004 GMC as soon as repairs are made, the truck and plow will then go to Currier for maintenance.

## COMMUNICATIONS

David Nahas -Eagle Bend HOA

EPA -Vac Truck Discharge options

Price made a motion to adjourn. Helberg seconded, and it was unanimously.

RESOLVED that the public meeting be adjourned at 2:45 p.m.

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Secretary, Mimi Wildeman

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Minutes approved by:

President Lloyd Ross